



# Accent Consulting



PAYROLL OUTSOURCING  
HR & PAYROLL SOFTWARE



## About Accent Consulting

Accent Consulting (A Division of Accent Overseas Pvt. Ltd.) is an IT consulting and service provider organization based in Noida, with headquarters at New Delhi, India with business partners in Bangalore, Chennai, Hyderabad, Ahmadabad and Kolkata. We are Channel Partner to SAP for SAP Business One ERP, backed by a strong team of trained and certified SAP consultants. Accent Consulting is the Solution Partner for world renowned solutions for Payroll, CRM, Manufacturing, Retail, and Distribution Industries. In addition to this Accent has also developed robust HRM Solution, Export Documentation Solutions, IT Help Desk, Dealer Management Solution etc.

## Why Choose Accent Consulting

We have excellent technical expertise and thorough domain understanding to deliver high quality IT services. However it's not only technical expertise on which people do business with a company, here are some non technical strength which sets us apart from most of our competitors.

### **We maintain ethical and professional conduct**

At the core we are driven by the singular goal of maintaining ethical and professional conduct in all our endeavors.

### **We build experience and trust**

We take pride in successfully executing projects across continents and with clients on pure outsourcing pattern. We have excellent client satisfaction rate and enjoy long term relationships with most of them.

### **We value your business**

We take the time to know you and your business. We probe your goals and objectives. And we are prepared to invest our time. We do internal research before accepting any assignment, frequently at our own expense, and come back to you with an outsider's perspective, and an insider's commitment.

### **We do more than we are asked to do**

We ensure that all technical and non technical details are taken care of for your project even if you have not explicitly requested them. While working with us you don't necessarily need to have any technical knowledge.

# Payroll Outsourcing



## Introduction to Payroll Outsourcing

Payroll processing by hand is a very time-consuming process. Outsourcing payroll process can free up organization time to pursue other monetary worth and bottom-line- activities. Manual payroll processing is like pain in the neck in best case and a nightmare in the worst case. Business owners who outsource payroll eliminate a laborious source of personal pain. More importantly for business owners, direct deposit eliminates time-spending and error-prone paper work and the urgency to accommodate individual payroll checks every month.

Our outsource assistance are designed to minimize the burden of running a payroll, meaning that you have less manual work and more time to focus on supporting your employees.

We offer distinctive levels of service and depending on your requirements regarding payroll process we can do as much as you need us to.

We don't simply supply payroll outsource services. We also offer a wide range of quality assistance through implementing our services and beyond that maintains business relationships.

This distinctively saves your time, Reduce costs, Avoid IRS penalties, Increasing operating efficiencies. By doing this, you save on infrastructure, workforce, hiring costs, training costs, and technology and software investments.

## Services That We Deliver

- Fast & cost-effective payroll administration & processing with latest technology used.
- Creating and maintaining employee personnel details and salary masters.
- Investment declaration processing and automatic tax calculations.
- Statutory compliances as to PF, ESI, PT & Income tax Acts.
- Form 16 generation.
- Quarterly e-TDS returns (Form 24).
- Enhanced Reports & Registers.
- Customized MIS reports to keep a regular track on the costing of company.
- Pay-slips in PDF or other format on employee's email id.
- Helpdesk/Askme support for employees.
- Full & Final Settlements.

# HR & Payroll Software

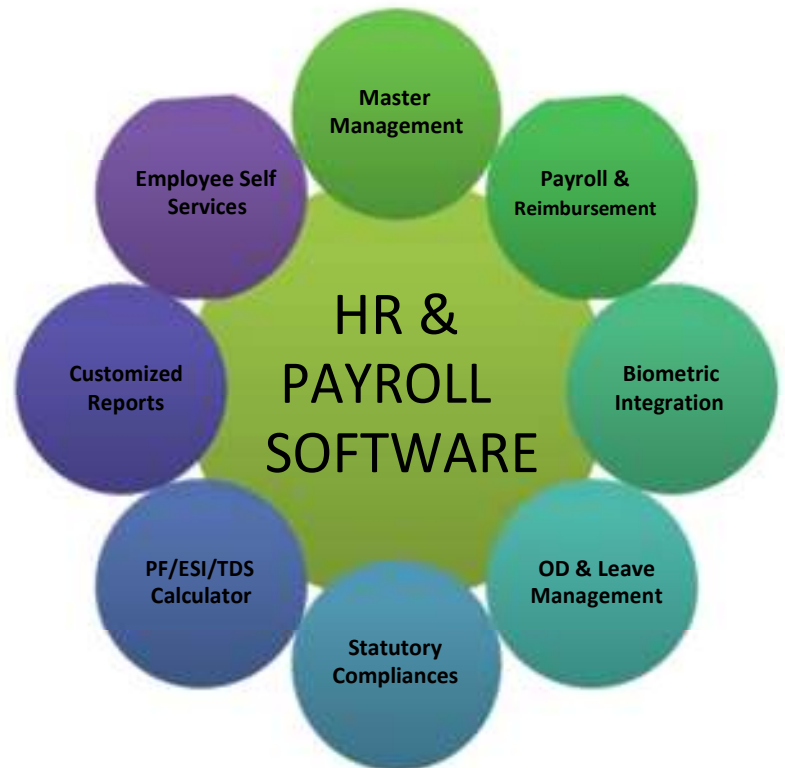


## Introduction to HRP

Our powerful and effective web based HR & Payroll solution is complete software developed using latest technology viz. ASP.net and MS SQL database. It has been designed to generate, manage and look after the Employee Details and payroll process of medium to large-scale organizations. With this HR & Payroll Software you can mark the attendance from Time Access machines viz. Biometrics etc., calculate unlimited Salary Components, generating Payslips with password protection (and various other salary reports), generate PF reports, ESI reports, Tax reports, TDS challans, Form 16, e-tds etc. according to end user requirements. It gives employers and payroll service providers powerful, productivity-boosting payroll solutions. Since it is web based, you can access the software from anywhere in the world.

## Features of HRP

- Manage multiple companies on single server
- Ease in recruitment management
- Letter of intent / appointment letters
- Employee self service
- Training session
- Punch time data capturing from biometric
- Leave and attendance management
- Report builder
- Shift /OT management
- Setting of PF/ESI/PT/TDS/other parameters
- 360` appraisal module
- Managing assets by individual branches
- Salary process, all statutory reports and returns
- Flexible benefit plan module
- Full and final and exit management
- Import-export from excel
- Authority selection
- Multiple users having multiple authorities
- Easier to manage database and updates
- Multi user logins



# HR & Payroll Software



## HR & Payroll Software

### Configuration

- Manage Masters
- Manage Company

### Employee Section

- Employee Master
- View Employee List
- Employee Attachment Files
- Employee Excel Upload
- Best Employee
- Employee Asset

### Leave Management

- Leave Type Master
- Leave Application
- Leave Template
- Holiday Master
- Shift Master
- Daily Attendance
- OD Request
- OD Approval
- Work From Home Request
- Work From Home Approval
- Weekly Off Template
- View Leave
- Approval Leave
- Attendance For Approval
- Leave Assign Master
- Shift Setting
- Leave Schedule

### Appraisal

- Appraisal Template Master
- Add Employee For Appraisal
- Appraisal Feedback Request
- Appraisal Graph Employee Wise
- Employee Appraisal Template

### Recruitment

- Manpower Matrix And Budgeting
- Recruitment

### Salary

- Salary Master Setting
- Statutory Setting
- Provident Fund (PF)
- Employee State Insurance (ESI)
- Professional Tax (PT)
- Voluntary PF (Vol. PF)
- Monthly Salary Process
- Salary Process Old
- Unlock Salary
- Hold Salary
- Unhold Salary
- Assign Salary Structure To Employees (Individually)
- Import Salary Structure
- Import / Export TDS (After Salary Process)
- Loan Request

# HR & Payroll Software



## **Tax**

- Tax Setup
- Tax Slab
- Perquisites Details
- Employee Income Tax Declaration Form
- Income Tax Declaration Report
- Perquisites Assignment Detail Employee Rent Details

## **Reports**

- PF Report
- Daily Attendance Report
- Monthly Attendance Report
- Employee Report
- OD/Work From Home Report
- Employee Training Attendant Detail
- Leave Balance Report
- Daily Attendance Status Report
- Salary Slip
- Monthly Date Wise Report
- Salary Sheet Report
- Employee Appraisal Due Report
- Employee Leave Report Month Wise
- Yearly Leave Details
- Salary Wages Register
- Employee Tax Report

## **Rights Management**

- Role Master
- Main Menu Master
- Module Master
- Role Module Mapping
- Employee Training Attendant Detail

## **Tools**

- Change Password
- Calculate Leave
- My Theme

## **Training Module**

- Training Master
- Employee Training Attendant



## ESS (Employee Self Service):

Employee Self-Service is a web based resource where employees can view their complete company profile, personal payroll, upload all necessary documents, and leave information.

With the Employee Self Service module, employees can log in to the software and check their salary slips, salary structure, Overtime details, reimbursements, important documents, news, best employee of the month & other useful company news, etc.

The employee can also send leave request, reimbursement request, chapter VI investment declarations, overtime, Other documents etc online via ESS and the HR team is able to approve or reject the same too online.

## ESS Dashboard:

- User Profile
- Address Details
- Earnings
- Payroll Details
- Tax Details
- Retirement and Savings
- Vacation and Sick Leave Balances
- OD Request
- OD Approval
- Reimbursement
- Reimbursement Request
- Salary Slip
- Import Export Employee PAN
- View Daily Attendance
- Full & Final Reports



The screenshot shows the ESS Dashboard interface. At the top, it says 'Welcome Employee' and 'Change Password | Logout'. The dashboard includes a navigation menu on the left with options like 'Import Export Employee PAN', 'Leave Management', 'Daily Attendance', 'View Leave', 'OD Request', 'OD Approval', 'Salary', 'Reimbursement', 'Reimbursement Request', and 'Salary Slip'. The main content area features several widgets: 'My Details', 'Leave Application', 'OD Request', 'Leave Status', 'Salary Structure', and 'Calendar'. Below these are two 'Daily Attendance' tables for the month of March 2014, showing 'In Time' and 'Out Time' for each day. There are also sections for 'Birthdays This Month' and 'Best Employee of The Month', which currently displays a silhouette and the name 'ZEYA UDDIN'. The footer contains the copyright information: 'Copyright © 2013. Powered By Accent Consulting. All Rights Reserved'.

# HR & Payroll Software



## QUALITY DELIVERED

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